

TOWN OF ALLENSTOWN
Trustees of the Trust Funds and Cemetery Trustees
Town Hall, 16 School Street
Allenstown, New Hampshire 03275
January 27, 2021

Michael O'Meara called to order the January 27, 2021 electronic meeting of the Trustees of the Trust Funds and Cemetery Trustees at 10:02 am.

Mr. O'Meara called for the Pledge of Allegiance.

Roll Call

Present on the Committee: Michael O'Meara, Richard Caruso

Excused: Roger Laflamme, due to a prior commitment.

Mr. O'Meara confirmed that this was a legal meeting of the Trustees of the Trust Funds and Cemetery Trustees, with two of the three members present.

Others present: Debbie Bender, Finance Director;
Derik Goodine, Town Administrator

On behalf of Chairman Richard Caruso, Mr. O'Meara read the authorization to hold the meeting electronically and the instructions for participation.

As Chair of the Trustees of the Trust Funds, I, Richard Caruso, find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means. We are utilizing a Conference Call line and Zoom Video Conferencing. We will also be attempting to use Facebook Live, but note that this is not the official platform and is not a platform for input. We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Town of Allenstown Trustees of Trust Funds page, attached to the agenda for this meeting. If anybody has a problem, please call 207-595-0310 or email dgoodine@allentownnh.gov. In the event the public is unable to access the meeting, it will be adjourned and rescheduled.

AGENDA ITEMS

- **Review Q4 and Year-End 2020 Financial Statements (October – December, 2020)**

Mr. O’Meara presented the details of the fourth quarter report, along with the year-end status of the Trust Funds. He said that the market value of the investments on the dates indicated was:

October 01, 2020 - \$2,178,633.35,
October 31, 2020 - \$2,173,998.10,
November 30, 202 - \$2,170,096.12, and
December 31, 2020 - \$2,393,740.49.

For the full year, the starting balance on January 01, 2020 was \$1,924,826.82, with a year ending balance of \$2,393,740.49.

¹Receipts and Income for the year totaled \$498,624.21233,616.83, with Expenses and Disbursements of (-)\$64,843.26. The Realized Gain/Loss for the year was \$6,784.56, with a Change In Unrealized Gain/Loss of \$28,348.16.

Overall, he said, this is not bad, given the ups and downs of the year.

¹These figures differ from those reported at the meeting. The figures reported at the meeting were erroneously quoted from the December 2020 financial report, not the full-year report. The correct figures are recorded herein.

- **Review and Approve Minutes of the December 03, 2020 meeting**

Chair Caruso made a motion to approve the minutes of the December 03, 2020 meeting as written. Mr. O’Meara seconded the motion.

A roll call voice vote was taken on the motion:
Rich Caruso – Aye, and Mike O’Meara – Aye.

The motion carried unanimously.

- **Review and/or Approve Proposal to Transfer Monies and Future Management of Certain Perpetual Funds to the Catholic Diocese of Manchester**

Mr. O’Meara stated that the plan to review and approve this proposal to transfer monies and future management of certain perpetual funds to the Catholic Diocese of Manchester has very recently been delayed. He said that Finance Director Debbie Bender will explain.

Ms. Bender said that she recently checked with the Diocese and with the DOJ attorney with whom she has been communicating and learned that there is one more step in the process which the DOJ attorney had forgotten to bring up. He told her they should have a non-judicial settlement agreement. He sent

her a sample agreement, and she will draft one from that sample. It will have to be reviewed by the Town Attorney, the Diocese and the DOJ. She said it should be ready for review in April. It will require the signatures of the Trust Funds Trustees and the members of the Select Board.

Mr. O'Meara asked her how many cemetery funds need to be dealt with.

Ms. Bender said there are three: for John Hill, she has not been able to determine where he was interred; one trust is for someone buried in a Boston cemetery; and a third was probably buried in a private cemetery in Allenstown, Evans Cemetery.

Mr. O'Meara said that, for the one for which they are not able to find where he is interred, they will probably have to go to the NH Superior Court to request a release of the funds.

Ms. Bender informed the Trustees that there are several warrant articles on the March ballot for discontinuation of capital reserve funds that are no longer used. Most, she said have little or no balance. Assuming that the voters approve these discontinuations, the Trustees of the Trust Funds will have to adjust their records.

- **Scheduling the Next Meeting**

Mr. O'Meara set April 28, 2021 at 10:00 as the date and time of the next meeting.

ADJOURNMENT

Chair Caruso made a motion to adjourn at 10:21 am. Mr. O'Meara seconded the motion.

A roll call voice vote was taken on the motion.

Rich Caruso – Aye, and Mike O'Meara – Aye.

The motion carried unanimously, and the meeting was adjourned.

TRUSTEES OF THE TRUST FUND & CEMETERY TRUSTEES
SIGNATURE PAGE
JANUARY 27, 2021

Richard Caruso, Chair

Date Signed _____

Roger Laflamme, Vice Chair

Date Signed _____

Michael O'Meara, Bookkeeper

Date Signed _____

DRAFT

²The Allenstown Trustee of the Trust Fund & Cemetery Trustees meeting of 27-January-2021 was conducted via Remote Teleconference/video conference due to the COVID-19 Public Health Emergency in effect in the State of New Hampshire at that time. Approval of the meeting minutes by those members of the Trustees of the Trust Fund & Cemetery Trustees that attended the meeting remotely is documented in the minutes of that meeting.